Town of Huntington — Selectboard Meeting

Monday, October 07, 2013—7:00 pm RECEIVED

Town Office Building - downstairs DATE October 22, 2013

APPROVED MINUTES

Agenda	• Minutes (of 09/23) and Warrants • Public Comment • Highway Best Management Practices – Better Back Roads Study • Highway Department: FEMA update; correspondence; paving, signs & general updates • VT Telecommunications Authority – Cell Coverage • Eagle Scout Project to Update Veterans' Memorial • Administration & Planning: Employee health care coverage; budget calendar and action items; Departments/Committees; Correspondence (Conservation Commission; Bike Racks); General updates & new business
Selectboard members present:	Jim Christiansen (Chair), Doug Graver, Everett Lewis, Jr., Roman Livak
Selectboard members absent:	Dori Barton (Vice-Chair)
Staff/Officials present	Yogi Alger (Road Foreman), Barbara Elliott (Town Administrator), Heidi Racht (Town Clerk), Dan Stoddard (Town Treasurer)
Others present	Ruth Blodgett (Times Ink!), John Boyd, Liam Boyd, Joanne Garton, Shayne Jaquith, Gordon Miller, Joe Segale, Christa Shute, Beverley Wemple
Call to order	Christiansen called the meeting to order at 7:00 pm.
Minutes (9/23) – MOTION	Livak moved and Lewis seconded to approve the draft minutes of 09/23/2013 as written. Passed unanimously with 4 members present and voting.
Warrants	6 warrants were signed as presented.
Public Comment	**Bicycle/Vehicle Safety:** • Elliott read an email at the request of resident Sandy Heyman, who was unable to attend the meeting, who wanted to follow up on concerns she had previously raised with the Selectboard regarding bicycle/vehicle safety. She asked for status on steps taken to date, what research has or can be done, and whether signage is an option. She also offered to help with next steps. • Livak stated that he believes signage would be ignored and that it is important not to pass slow moving vehicles of any kind on a curve. • Christiansen noted the bicycle safety issue was raised with legislators, although no follow-up action was discussed. He said that with the change of seasons, this is likely to be less of an issue until the spring. • Graver stated that issuing tickets is what gets peoples' attention, not signs. • Elliott asked if the Selectboard would like her to do research on what has been effective in other Towns. • No decisions were made regarding follow-up on Heyman's request.
Highway Department	**General Updates** • Alger reported that winter preparations have begun in earnest with stockpiling sand (being hauled by our crew and Richmond), painting the plow wings, etc. Alger expects to bring in 3,000 yards of sand toward the season's anticipated total usage of 4,500 yards. The State's salt contract with American Salt is set at $58.73, which is $3.00 less than last year. Alger is looking to get the same price

Follow-up: Alger will contact the State again about center line marking	commitment from Cargill.
	• The new truck is in NY getting the truck body painted for a 3rd time as once again, it was painted the wrong color. We should have it by Monday 10/14.
	• The crew is nearly finished with July 3 storm recovery work. Alger is looking to rent an excavator to wrap up Pond Road and Huntington Acres. He and Elliott will then complete the FEMA reporting paperwork.
	• Lewis asked about the status of Taft Road guard rails. Alger reported they are on order – along with the ones for Happy Hollow. It was also noted that replacement rails are needed on the Main Road in Hanksville.
	• Correspondence
	  ○ Mary Ellen Perkins, 100 Huntington Woods: wrote asking if the road had been widened at their corner—taking over some of their property—and asking if the Town should survey the property. Livak and Alger visited the homeowner and the issue is resolved.
	  ○ Craig 'DiGi' DiGiammarino, 616 Happy Hollow Road: wrote to question whether additional work is going to be done along the roadside. Alger reported that he will be having guardrails installed where the marking tape is currently located and will contact DiGiammarino.
	• Christiansen asked when the Main Road lines would be painted. Alger reported he had called the State again and was trying to get this scheduled.

Highway Best Management Practices (BMP) *Follow-up: Alger & Elliott to meet with Garton*	Joe Segale (VTrans Policy & Planning Manager) and UVM's Beverley Wemple (professor) & Joanne Garton (graduate student) attended to discuss highway best management practices (BMP). • Segale outlined an opportunity we have to learn from the July 3 storm damage which was extensively documented in the photo journal put together by Aaron Worthley. Noting that the Town had followed the Orange Book codes and standards after the Irene and Spring 2011 storm damages, he stated that we have an opportunity to see how those measures have stood up over time. • Wemple & Garton discussed the study they have been conducting on the role that gravel roads play in contributing to phosphorous problems in Lake Champlain. There is now potential to look at the effectiveness of BMPs from the perspective of performance and cost over time. Garton noted that the timeframe for working with the Town would be October/November. • In working with Town staff (Road Foreman and Town Administrator) they may be able to look at how we can reduce maintenance life cycle costs over time. • Christiansen said the Town has extensive experience from recent storms that may be of value. He also noted that much of what impacts our infrastructure is debris that comes down off private property during storms. • Graver recommended we scale the project down toward areas in town that have had repeated damage. • Alger and Elliott will follow-up with Garton on proposed next steps.
VT Telecommunications Authority – Cell Coverage	Christa Shute from Vermont Telecommunications Authority attended to discuss alternatives for improving cell service coverage in Huntington. *Note from the Selectboard meeting recorder (Elliott)—The following excellent summary was written by Gordon Miller and emailed to the Huntington Planning Commission following the Selectboard meeting. I am submitting his excellent summary for the minutes of this section of the Selectboard's meeting:* 1) Having a cell tower located in Huntington is a long shot. Very long shot. Too few people and a difficult terrain. 2) The likelihood of Huntington having two or three "small cells" is a viable option within 2-3 years.

	a) "Small Cell" are a low power transmitter and would require approval of a site owner for the equipment with a minimum cost or "no cost" lease for the site including monthly operating (electrical power) cost (<$50.00 mo.), plus access to high speed internet, preferably fiber. b) Sites to consider would be the Center, Lower Village and of course Hanksville. c) Additional sites, with land owners' participation, could be Sleepy Hollow & Mark Smiths lodging establishment. 3) A more promising option is a collection of "micro-cells" located every ¾ mile a top telephone poles along the roadway. a) These devices would be installed by a 3rd party provider, (not one of the majors, AT&T, Verizon, Sprint) b) Equipment provides 2G level service – voice, texting, email. No internet, media streaming, etc. c) Requires participation of at least one major mobile phone service and either Green Mt. Access and/or Comcast for the "backhaul" connection. d) If the pieces fall into place (item c) for the primary service provider, this option could happen within 1 -2 years. The next step is for the Selectboard to try to identify potential sites in our population centers (Lower Village, Huntington Center and possibly Hanksville). Shute will return on October 21 to discuss this further with the Selectboard.
Eagle Scout Project – Update Veterans' Memorial *Follow-up: Elliott to work with Alger about moving the memorial to the garage* **MOTION: Conditional Project Approval**	Richmond resident Liam Boyd is working on achieving Eagle Scout status prior to his 18th birthday on February 15th and has proposed a project to raise $1,700 to clean the veterans' memorial outside the Town Office and to update it with the engraving of 18 new veteran names. • One problem identified is that the stone must be brought to a warmer temperature in order to be engraved. Road Foreman Alger had indicated the Town Garage could be used for the work, provided any liability would be covered by the Town's insurance or the contractor hired to do the work. • Raising an additional $700-$1,000 in order to have a contractor move the stone to the Town Garage is prohibitive for Boyd, as it will be challenge enough to raise the required $1,700 from residents and family. As a result, his father asked if Town crew could move the stone. Concern was expressed about our ability to do this safely and without damage to the stone. Elliott was asked to follow up with Alger. • Livak moved and Graver seconded to have Elliott write a letter of support for Boyd's project conditional on the establishment of a safe process for moving the stone to the Town Garage where it can be worked on at the required temperature. Passed unanimously.
Administration & Planning *Follow-up: All Selectboard members to study Employee Health Care options in order to make final determination on the Town's plan at the 10/21 Selectboard meeting.*	**Employee Health Care Coverage** – Personnel SubCommittee Report • Stoddard prepared a spreadsheet analysis of the Town's current health care plan costs compared to the new BCBS Platinum Standard, BCBS Gold Standard, and BCBS Gold Non-Standard plans being offered under VT Health Connect. • Christiansen distributed a handout summarizing the health care issues the town faces, framing the Selectboard's challenge in determining what to offer employees in light of the increased costs, and outlining decisions that need to be made by the Selectboard at their 10/21 Selectboard meeting. • Selectboard members are asked to study the information distributed and to set up one-on-one time with a member(s) of the Personnel SubCommittee prior to the 10/21 meeting if they have outstanding questions or need additional information in order to make a final decision on the Town's new Employee Health Care Benefit Package at the October 21 Selectboard meeting.

	• Selectboard acknowledged and expressed appreciation for the extensive work Dan Stoddard has contributed on this issue, which is 'above and beyond' his scope of responsibilities.
Follow-up: Elliott to send reminder budget email	**Budget Calendar & Action Items** • Letters have been sent to all Committees outlining the overall budget process and deadlines. Individual budget worksheets were distributed to each department. Deadline for budget submission is Thursday October 31st. • Elliott to send out reminder email at the end of the week (10/11).
	Updates from Departments / Commissions / Committees • **Planning Commission – Town Plan:** Chair Knox Cummin is asking for Facilities, Communications & Services section inputs for the Town Plan, particularly as it relates to cell service and Emergency Planning. Elliott will forward drafts to the Selectboard and inputs are due back by the end of the day Thursday. • **Proposed Zoning Amendment:** Elliott distributed copies of the draft Public Hearing ad for the Times Ink produced by Racht, which is scheduled for 7pm at the 11/18 Selectboard meeting. Written inputs are due 11/25. Selectboard's final determination on the proposed amendment will be made on 12/02. • **Town Sponsored versus Independent Committees:** Elliott distributed an 'unofficial' analysis she prepared for the Huntington Green (senior housing committee) who was questioning what the pros and cons would be for them if they were to request and become a Town-sponsored committee versus continuing their current status as an independent committee.
Follow-up: Elliott to schedule HCC for 10/21 Selectboard meeting	**Correspondence** • **Conservation Commission** requested time at the 10/21 Selectboard meeting to discuss their recommendations for: A. **Camels Hump Nordic Ski Center to construct a backcountry ski trail on Town Forest property,** with no motorized vehicles to be used in the effort and no grooming to be performed on the trail. B. **Endorsement of Green Mountain Audubon Center's application for $1,000 from the Conservation Fund** to help meet a $5,000 match requirement for their $20,000 grant to the Vermont Recreation & Trails Program for trail restoration as a result of damage from the July 3 storm.
Follow-up: Elliott to further investigate bicycle racks	• **Bicycle Racks:** Knox Cummins and a couple of other residents are interested in pursuing the possibility of helping to fund the cost and/or installation of bicycle racks at the Town Green (Lower Village), Town Office and Rec Field. Elliott will explore alternatives through VTrans and Local Motion.
	Upcoming Events / Meetings • 10/8 – Using new VT Culverts website; utilizing iPads in public works (Elliott) • 10/15 – Chittenden Municipal Managers Meeting (Elliott) • 10/16 – Chittenden County Regional Planning Commission Board Mtg (Elliott) • 10/21 – Selectboard Meeting – 7:00pm to 9:00pm • 11/02 – VLCT Fall Selectboard Institute • 11/04 – Selectboard Meeting – 6:30pm to 8:30pm • 11/05 – CCRPC Transportation Advisory Committee (Elliott)

Follow-up: Elliott to address possible HMGP for Huntington Acre resident *Follow-up: Elliott will have a follow-up conversation with the Enmans' to explore options*	**Other Administrative Items:** • **Hazard Mitigation Grant Program (HMGP):** Elliott reported that HMGP criteria has changed for calculating the Benefit Costs Analysis (BCA) requirements and that it may now be possible for the elevation project for resident Jay Centerbar (Huntington Acres) to be eligible for funding. She will follow up on this with Centerbar and CCRPC. • **Request to Cater:** the request for catering from Spice of Life at Sleepy Hollow spurred a conversation about the impact event traffic has on Sherman Hollow and whether there is something that can be done to mitigate speeding. It was suggested that we speak with the Enmans' and that notifying the Vermont State Police of event dates/times for possible traffic enforcement presence at these times could also be an effective deterrent.
Adjournment	Livak moved and Graver seconded to adjourn the meeting at 9:13 pm. Passed unanimously.
	10/07/13 – Meeting date 10/11/13 – Preliminary draft minutes to Selectboard / Clerk, Treasurer & Auditors 10/21/13 – Final minutes approved by Selectboard 10/22/13– Approved minutes sent to Town Clerk